



# Washington State Department of Early Learning

## ECEAP Steering Committee

A partnership between DEL and ECEAP Contractors

### **Goals:**

- Input to DEL on policy, procedures and Directors Meeting agendas.
- Phone or email tree for ECEAP Directors for DEL ECEAP information.
- Sounding board and resource for other directors.

### **Membership:**

- Eight Directors serve for two-year staggered terms.
- Each member represents four other ECEAP Directors.

### **Meeting Schedule/Procedures:**

- Teleconference calls the fourth Monday of every month, from 10 to 11:30 a.m.
- In-person meetings, as needed.
- DEL ECEAP staff send meeting minutes by email.

### **Member Responsibilities:**

- Gather information, opinions, questions and concerns from represented directors before each Steering Committee call.
- In addition to your own opinion, represent the opinions of the members of your “branch.”
- Report on Steering Committee discussions to represented directors.
- Ensure you have an alternate, when you are unable to participate in a call.